

TITLE:	RESEARCH COLLABORATION AGREEMENT FORM (RC-B-1)
ORIGINATING DEPT./ UNIT:	LIFESTYLE AND HEALTH RESEARCH CENTER (LHRC)

1. APPLICABILITY:

This form should be used when a collaborating researcher has a clear concept and methodology for a particular novel project that can be conducted within the HSRC and would like to collaborate with the HSRC staff in refining/executing such a project. Information in the following documents, published by HSRC, are part of this agreement (*Research collaboration: Guidelines and Good Practices*, and *Best Practices for Conducting Research and Reporting Results*).

Collaborator full name		
Degree (MSc, PhD, Dr.PH, etc.)		
Affiliation name & address		
Current position		
E-mail address		
Office phone number	Mobile number	
Proposed project title		
Briefly describe your proposal (or attach it with this form) indicating aims, objectives and how it will be executed. Specify your role as a collaborator in this project and how this research can add value to the HSRC. Mention any expertise that you have, which can lead to the successful execution of this research project.*		

* Attach your recent CV, showing especially your published research in peer-reviewed journals.

Name a Principal investigator or a Co-principal investigator from the HSRC who can join the proposed research project	
HSRC Principal investigator or Co-PI signature and date	

By being a research collaborator at the HSRC, you agree to the following terms:

1. The research must meet the mission and objectives of the HSRC.
2. You abide to the ethical principles and professional conducts stated in the HSRC's document: *Best Practices for Conducting Research and Reporting Results*, available from the HSRC.
3. You declare any conflict of interest by completing and signing *Research Conflict of Interest Disclosure Form* before joining the HSRC as collaborator.
4. You adhere to the laboratory instructions and safety procedures, stated in the HSRC's *Laboratory Operation Manual and Safety Procedures*.
5. You agree to familiarize your-self with the proper use of the HSRC's equipment or laboratory procedures, under the direction of one of the HSRC staff, before using any laboratory instrument or engaging in any data collection.
6. You faithfully and diligently work with the other HSRC research members and solve any differences mutually.
7. You inform the HSRC, in writing, before any changes in the aims, methodology, or the outcomes of the research project, and obtain an approval in such case from the HSRC.
8. If you are the principal investigator, you agree to regularly submit to the HSRC progress reports every 4 months and a final report for this project.
9. You should have a written agreement before starting the research indicating the roles of each investigators in this project. Also, you do the same for the authorship order when preparing a manuscript for publication, showing the contribution of each co-author, acknowledging by completing and signing the *Authorship*

agreement form that authorship credit is based on substantial intellectual contribution, established by the International Committee of Medical Journals Editors (ICMJE).

10. If major disputes arise and cannot be resolved by the principal investigator (or it involves the principal investigator with the collaborators), a third party's assistance will be sought; in this case, it is the head of the HSRC or even the executive director of the Health Sciences Research Center (HSRC). The decision of the head of the HSRC or the executive director of the HSRC is final.
11. You agree on the confidentiality of the research findings until they are published or presented in a conference by a member of the research team.
12. All research materials produced within the HSRC authority must be consistent and in compliance with ethical and legal requirements of the HSRC and PNU.
13. LHRC discourages presenting or publishing its research findings in predatory conferences or journals.
14. The LHRC is responsible for archiving the research data, laboratory books or field data collection sheets, whether in hard or soft copy. All data are the property of the HSRC. Future sharing and reusing of the research data can be granted by the HSRC upon reasonable request.
15. Any research products (presentations, abstracts, and full articles) as a result of research conducted in the LHRC, must clearly ensure that the credit and attribution are made to the HSRC.
16. LHRC has the right to designate the public spokesperson for the collaborated research project if the findings of that research end up attracting media attention.
17. Unless stated otherwise, the ownership of intellectual property rights and responsibility for its identification and management is going to be the HSRC and PNU.
18. The collaborating researcher must acknowledge the assistance of the LHRC in all reports, or otherwise published materials and any form of media communication

that arises from the research conducted in the HSRC. An acknowledgement showing that “this research project was conducted at the HSRC, HSRC, PNU” must be stated.

- 19.** The LHRC reserves the right to terminate the research collaboration should the collaborator places the HSRC reputation into disrepute or fail to comply with the agreed terms of the project.
- 20.** You agree on the following study specific terms (write NA if there is no study specific terms):

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Collaborator signature		Date	
Approval		Date	